

DRAFT-Not yet approved by Committee

**Riverside Unified School District
Communications and Public Relations**

**Communications Board Subcommittee Meeting
Thursday, July 5, 2012
10:00 AM**

CALL TO ORDER:

Mrs. Allavie called the meeting to order at 10:03 AM

PRESENT: Mrs. Kathy Allavie (Chair), Mrs. Patricia Lock-Dawson, Dr. Rick Miller, Mr. John Schreck, Mr. Dell Roberts, Mr. Rich Ramirez, and Mrs. Jacquie Paul

1. Approval of Minutes from the 6-18-12 Communications Board Subcommittee

The committee approved the minutes of the 6-18-12 Communications Board Subcommittee meeting.

INFORMATION

1. Approval of Wording for Honor Walk at Poly High School

- After hearing input from community members, the committee agreed to add the word “respect” to the Ben Hammerschmidt honor walk. The words “Respect, Leadership, Integrity, Commitment and Dedication now will be included.
- The committee also discussed wording for a plaque to be placed on the wall and made minor edits to the suggested wording presented by the community members.
- Mrs. Allavie said the district/ architect will make the decision on where the plaque best fits on the wall. She also emphasized that while Mr. Hammerschmidt is the inaugural honoree, other names can be added in the future.
- The committee agreed that community members should be included in a dedication of the wall and discussed having the event as a part of Poly Homecoming festivities.
- Dr. Miller stated that the committee might consider also putting together a scholarship in order to reinforce the legacy of Mr. Hammerschmidt and make his

memory more meaningful to generations of students. He stated it would be good to announce the scholarship at the same time as the dedication.

- Mr. Ramirez said he liked the idea of the scholarship, and added he would like to see it offered to Poly students to reinforce the school's heritage.

2. Naming suggestions

- The committee discussed two naming proposals that have been brought forward. These include:
 - Naming the Central Middle School multipurpose room in honor of former Board of Education member Mr. Lewis Vanderzyl; and
 - Naming the RUSD Board Room for former Board of Education member Mr. Arthur Littleworth.
- In discussing the Board Room naming, Mrs. Allavie and Mrs. Lock-Dawson expressed concerns about having two buildings named for the same person. The theater at Poly High School is named for Mr. Littleworth.
- The committee agreed to table the matter for now and continue consideration of both naming nomination with further discussion at future subcommittee meetings.

3. Annual Report

- The committee reviewed a rough draft of the annual report and made editing suggestions. Staff will bring a revised report back to the committee one more time before printing.

4. Policy rewriting

- The committee discussed rewriting policies and making sure that they are in new format. Mrs. Allavie stated that she will begin reformatting/ rewriting the board bylaws to fit the new format.
- Dr. Miller added that board members also had approached him regarding two other possible policies...one would look at whether administrators should review others' emails. Another would address air horns at graduations.
- With respect to the air horn issue, the committee discussed whether that would be better as a policy or practice.
- The policy issues will be brought forward for further discussion at a future subcommittee meeting.

5. Board Table:

- The committee heard an update on the progress for a new board room meeting table and electrical work.
- Dr. Miller, Mrs. Allavie and Mrs. Lock-Dawson said they'd like to see the renovations completed between the July and August Board meetings during the Board recess.

PUBLIC RELATIONS

1. Unscheduled Communications

There were no unscheduled communications.

ADJOURNMENT

- Mrs. Allavie adjourned the meeting at 11:26 AM